# Department of Defense
# Environmental Data Quality Workgroup
# *Quality Systems Manual*

*OVERVIEW*

The Quality Assurance Subgroup of the Environmental Data Quality Workgroup (EDQW) has completed a final draft ***Quality Systems Manual for Environmental Laboratories***, March 2000 (final draft QSM). Commercial and governmental (EPA) stakeholders have favorably reviewed this manual. The manual is designed to harmonize existing requirements of the National Environmental Laboratory Accreditation Program and the existing requirements of DoD components. This harmonization will create efficiencies for the DoD in managing laboratory quality, create efficiencies for the private sector, and enhance the quality of laboratory data.

*HIGHLIGHTS*

- Builds on National Environmental Laboratory Accreditation Conference (NELAC) Quality System requirements (Chapter 5) and ISO/IEC Guide 25.
- Provides a standard for quality system implementation for all laboratory testing performed for DoD.
- Will serve as a standard reference for DoD representatives of all components who draft, implement, and oversee contracts with environmental testing laboratories.

*EXISTING DOCUMENTS AFFECTED*

The draft final QSM is designed to replace common elements of the following DoD component documents:

- United States Navy - *Installation Restoration Laboratory Quality Assurance Guide. Interim Document*. February 1996.
- Air Force Center for Environmental Excellence - *Quality Assurance Project Plan, Version 3*. March 1998.
- Army Corps of Engineers (USACE - HTRW) - *Interim Chemical Data Quality Management (CDQM) Policy for USACE HTRW Projects.* 8 December 1998.

*CONCURRENCE SOUGHT*

DoD Components have concurred on the previous version of this document (draft QSM, July 1999). The final draft QSM addresses additional stakeholder comments. It contains numerous editorial clarifications, as well as a few minor substantive changes. All changes are highlighted in the draft final QSM. In addition, the substantive changes are highlighted on the next page. Since the draft QSM has received formal Component concurrence, EDQW is seeking Component review and comment only on the proposed changes.

*SUBSTANTIVE CHANGES*

The draft final QSM, a "red-line, strikeout" version, highlights all changes that have been made since concurrence was received. While most changes are minor, EDQW believes the following changes are more substantive and warrant special attention:

#19 – Data Qualifiers. The R-flag was deleted and a Q-flag was added.

#24 – Formerly Fraud Prevention Program. The term "fraud" was replaced with "improper, unethical or illegal actions." Additional examples of these practices were added.

#37 – CCV Frequency. The count of samples determining CCV frequency only includes field samples, not all QC samples.

#39 – CCV Criteria. The percent drift/percent difference of the CCV standard was changed from less than 15% of the initial calibration across the board, to less than 15% for organics, less than 10% for inorganics, and allowance of a mean value as long as no individual analyte's percent drift exceeds 25%.

#62 – Refrigerated Samples. The 7-day monitoring requirement was modified to 5 days per week, with no break in monitoring to exceed 60 continuous hours in any 7-day period.

D-2 – Method Blanks. Investigation must occur if the method blank concentration exceeds *one-half* the method reporting limit, instead of the whole method reporting limit.

D-5 – Spiking Compounds. The use of a representative number of components when "an extremely long list of components" exists was clarified to require that those representative components include a member of each chemical class covered by the test method and all project-specific analytes of concern

***FOR MORE INFORMATION, CONTACT:***
Ms. Jackie Sample – Chair, Environmental Data Quality Workgroup (CNO N457I), or Mr. Fred McLean, Chemist,
NAVSEA Programs Field Office (SEA 04XQ LABS)
Phone: (843) 764-7337 * Fax: (843) 764-7360
E-mail: SampleJH@navsea.navy.mil
E-mail: McleanFS@navsea.navy.mil